

University of Florida Alumni Association, Inc.
Gator Clubs®

Policy #: 6.06
Effective Date: December 14, 2009
Responsible Department: Club Relations

1. **PURPOSE**

To set forth the basis for establishing and chartering Gator Clubs® in accordance with the UFAA bylaws.

2. **APPLICABILITY**

All Gator Clubs® for the University of Florida.

3. **POLICY**

The UFAA Executive Committee is authorized to establish, promote, and maintain, and to suspend, revoke, and terminate, local Gator Clubs®, as set forth in the UFAA bylaws. The purpose of Gator Clubs® chartered by UFAA is to further the purposes of the University by supporting the mission and programs of the University. The Gator Clubs® will assist in providing funds for academic scholarships and encouraging continuous engagement with the University.

Any group desiring a charter as a Gator Club® will comply with the procedures and criteria set by the UFAA Executive Committee and a charter will be issued and signed by the President and the Executive Director/Secretary upon approval of the application by the Executive Committee.

The chartered name of any Gator Club® will be the “University of Florida [*identifying name*] Gator Club®”. The term “Gator Club®” is a registered trademark of UFAA and may only be used by chartered clubs.

To be considered active, a Gator Club® must have a minimum of 50 dues-paying members and hold a minimum of one membership meeting a year. Failure to maintain these requirements may result in the club being declared inactive by the Executive Director/Secretary upon recommendation by UFAA staff. Inactive clubs will not receive support from UFAA and may not use the name of the University or the name Gator Club®.

Operating rules substantially in the format approved by the Executive Committee must be adopted by each club. All Gator Club® members must be Members of UFAA. There shall be no additional dues charged for membership in a Gator Club®.

Where only one Gator Club® has received a charter within a county, it will have exclusive jurisdiction in that county in all matters pertaining to the work of UFAA. Where more than one Gator Club® is chartered in a county or counties, a division of territory will be determined by the Executive Director/Secretary.

The fiscal year of each club shall be July 1 to June 30. The club Treasurer and President will review the books, records, and accounts of the club at least once per fiscal year. No later than August 15 of each year, the operating budgets and expenditure plans for the club for that fiscal year must be approved by the club Board of Directors, with a copy submitted electronically to UFAA. All financial information required for completion of the club's tax return shall be submitted electronically to UFAA no later than August 15 of each year in the format required by UFAA.

The clubs shall not release or sell personal or financial information about alumni, students, members, volunteers, donors, or prospective donors for any purpose. No club member may use any member contact information for personal, political, or commercial purposes, or any other non-club related purpose.

These standards may be varied by the Executive Committee for clubs outside the United States.

Failure of any club to comply with the policies and procedures of UFAA may result in disciplinary action by the UFAA Executive Committee, up to and including revocation of the club's charter.

4. CLARIFICATION

Requests for clarification of this policy should be sent to the Executive Director/Secretary (dnias@ufalumni.ufl.edu).

Certified as approved by the Executive Committee of the UFAA Board of Directors on:
December 14, 2009.



Danita D. Nias, Executive Director/Secretary

Revision history: Original version
Reissued March 21, 2012